

STATE OF MINNESOTA
OFFICE OF ADMINISTRATIVE HEARINGS
FOR THE DEPARTMENT OF HUMAN SERVICES

In the Matter of the Revocation of the License
of Nicole Smith

SCHEDULING ORDER

This matter came before Administrative Law Judge Manuel J. Cervantes on a Notice of and Order for Hearing, filed June 24, 2011.

Daniel C. Lee, Assistant County Attorney, represents Douglas County Social Services and the Minnesota Department of Human Services (Department). Nicole Smith (Respondent) represents herself.

I am enclosing some information for Ms. Smith from the Office of Administrative Hearings website (*Contested Case Hearing Preparation* and *How to Be a Good Witness*) to help them prepare for the hearing. There is information in the *Contested Case Hearing Preparation* document on how to contact the Volunteer Lawyers Network concerning possible legal representation.

IT IS HEREBY ORDERED:

1. By 4:30 p.m. on **Friday, July 15, 2011**, each party will file and serve copies of the pre-labeled exhibits that it proposes to offer into the hearing record. The Department shall label its exhibits sequentially using numbers. The Respondent shall label her exhibits sequentially using letters.
2. By 4:30 p.m. on **Friday, July 15, 2011**, each party will file and serve a list of the witnesses that it intends to call at the evidentiary hearing, including a short summary of their proposed testimony.
3. By 4:30 p.m. on **Friday, July 22, 2011**, the parties will file and serve a statement (under Minn. R. 1400.6950 (2)) detailing any objection to the foundation of a written exhibit.
4. A hearing in this matter will be held at the Douglas County Social Services Office, Conference Room 1, 809 Elm Street, Suite 1186, Alexandria, Minnesota on **Thursday, July 28, 2011, beginning at 10:30 a.m.**

Dated: June 27, 2011

/s/ Manuel J. Cervantes

MANUEL J. CERVANTES
Administrative Law Judge